

## Charging and Remissions Policy

2023/2024

### OVERVIEW

The education we provide wholly or mainly during school hours will be free but on some occasions such as class trips a 'voluntary' contribution towards the cost of an activity will be requested by the school. Parents are free to decide whether or not to contribute. This policy sets out the principles upon which the school will operate charges and remissions.

### OBJECTIVES

1. To make clear what will be provided without charge and what will be offered with a charge being made.
2. To clarify what is meant by any request for voluntary contributions.

### STRATEGIES

1. No charge will be made for admitting pupils to school.
2. No charge will be made for transport or admission costs for swimming lessons during school hours.
3. Where parents are asked to make a voluntary contribution towards the cost of an activity which takes place during school hours, or to school equipment or school funds, the contribution will be genuinely voluntary. Pupils of parents who are unable or unwilling to contribute will not be discriminated against.
4. When there are insufficient voluntary contributions to make an activity possible, it will be cancelled.
5. On residential trips that take place wholly, or mainly, during school hours, the school will charge for the cost of board and lodging at the actual cost of the provision. Any additional cost would be by voluntary contribution.
6. Children whose parents are in receipt of some specific benefits will, in addition to having a free school lunch entitlement, also be entitled to the remission of these charges. A similar entitlement will apply when the trip takes place outside school hours but only where it is necessary either as part of the national curriculum or the syllabus for religious education. If the trip takes

place out of school hours and is not a part of the national curriculum or religious education the contribution will apply.

8. Where individual music tuition is taken as an additional part to the national curriculum, charges will be made to all those not in receipt of some specific benefits.

**OUTCOMES**

The funding of activities will be a clear and open process understood by all. We intend that our charging and remissions policy will be in line with that of the LA and that it will meet the requirements of the law.

Reviewed:	September 2023
Approved at the Governors meeting on:	November 2023
Signed: Chair of Governors	R Hainsworth
Date of next review:	September 2024